



# TOWN OF KENNEBUNKPORT, MAINE

~ INCORPORATED 1653 ~

MAINE'S FINEST RESORT

February 2, 2015

Dear Kennebunkport Business Owner,

Maine law provides that the personal property associated with a business is subject to property taxation. "Personal Property" is tangible property located at the business, including manufacturing equipment, office furniture, store fixtures, telephone systems, computers, heavy and light duty construction equipment and motel furnishings.

This year, I am requesting a complete itemized report pursuant to Title 36, Section 706. For your convenience I have enclosed a copy of the personal property for which you are currently assessed. Please make any changes, additions and/or deletions and return to this office on or before **May 1, 2015**; if you prefer you may submit your information electronically. Any leased items will be assessed to the lessor, unless there is a specific agreement that states that you are responsible for the property tax. If you prefer, we can meet you at the business and assist with the completion of the form.

Once we have received the information from you, it will be reviewed and a fair market value will be calculated for tax purposes. If the form is not submitted in its entirety, or the information you provided is insufficient, further request may be forthcoming. Failure to respond or report according to this request may bar your right to appeal the taxable valuation.

Business Equipment Tax Exemption (BETE): In 2008, the State Legislature passed the BETE law. The law exempts certain equipment from personal property tax. To apply for exemption, you must return a completed BETE application **each** year and return it with the town's Personal Property § 706 declaration form. Any assets being reported on the BETE application must also be included on the Personal Property §706 declaration form. For your convenience, this year, I have enclosed both the application and information about the BETE program.

The State also offers the Business Equipment Tax Reimbursement Program (BETR): Each year, the taxpayer may apply directly to the State for reimbursement on personal property taxes paid during the previous calendar year but is limited to only that equipment purchased after April 1, 1995.

I appreciate your cooperation and encourage you to please contact this office if you need assistance.

Sincerely,

Donna Moore Hays, CMA  
Assessors Agent



# TOWN OF KENNEBUNKPORT, MAINE

*~ INCORPORATED 1653 ~*

MAINE'S FINEST RESORT